



Commonwealth of Massachusetts  
**DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT**

Mitt Romney, Governor ♦ Kerry Healey, Lt. Governor ♦ Jane Wallis Gumble, Director

**INFORMATION MEMORANDUM**  
**WAP-IM-2004-001**

TO: WAP and HEARTWAP Subgrantee Executive Directors  
WAP and HEARTWAP Subgrantee Energy Directors

FROM: Ken Rauseo, Deputy Director  
Community Services Unit

SUBJECT: **NOTICE OF PUBLIC HEARING FOR THE FY 2004 U.S. DOE WEATHERIZATION  
ASSISTANCE PROGRAM**

DATE: January 6, 2004

---

The Department of Housing and Community Development/Community Services Division will convene a **Formal Public Hearing** to receive public comment on the proposed changes to the **FY 2004 U.S. Department of Energy/Weatherization Assistance Program (DOE/WAP) State Plan** on Thursday, January 15, 2004 at 10:00 A.M. All interested parties are encouraged to attend and offer public testimony. The details of the hearing are as follows:

**DATE:** *January 15, 2004*

**TIME:** *10:00 A.M.*

**PLACE:** *One Congress Street  
10<sup>th</sup> Floor Conference Room F  
Boston Massachusetts 02114*

Written comments will be accepted thru Friday, **January 30, 2004**. Written comments should be addressed to:

Ken Rauseo, Deputy Director  
Department of Housing and Community Development  
Division of Community Services  
One Congress Street, 10<sup>th</sup> Floor  
Boston, MA 02114

1. **FUNDING**

**DOE WAP**

DHCD has been notified by the U.S. Department of Energy (DOE) that Massachusetts' FY 2004 DOE Low-Income Weatherization Assistance Program (DOE WAP) will be funded at \$6,587,626. However, it has also been stated that this number is subject to a .59% "across the board cut" when Congress reconvenes in January. Pursuant to this potential reduction, DHCD is projecting a statewide unit allocation of 2,600 units. If additional funds become available during the FY 2004, they will be allocated to subgrantees on a proportional basis. A proposed allocation table is included as Attachment A.

**T/TA**

DHCD will release **Training and Technical Assistance (T&TA)** funds to participating WAP subgrantees for mandatory conference and training session attendance during the upcoming program year. DHCD is planning to release \$2,500 to each WAP Subgrantee, plus an additional \$2,500 for each subcontract agency within the WAP network. DHCD will continue to be responsible for organizing and scheduling all relevant training and technical assistance within the weatherization network.

2. **SUBGRANTEE ALLOCATIONS**

Due to funding uncertainties as a result of the Omnibus Reconciliation bill, DHCD plans to allocate FY 2004 U.S. Department of Energy/Weatherization Assistance Program (DOE/WAP) funds based on the current allocation formula originally developed in 1994.

3. **FY 2004 DOE/WAP CONTRACTS**

DHCD will issue a **twelve (12) month** Contract for the period April 1, 2004 through March 31, 2005. The Contract will be based on the standard Commonwealth Terms and Conditions format.

4. **MAXIMUM PER UNIT AVERAGES**

DHCD is proposing the following per unit average expenditures:

A.	<i>Program Support Average</i>	\$ 470
B.	<i>Program Operations Average</i>	\$1,600
C.	<i>Administration Average</i>	\$ 124

5. **MAXIMUM WAP UNIT EXPENDITURES**

In the interest of facilitating coordination and consistency with utility-funded conservation programs and the HEARTWAP, as well as providing full WAP services to those households unable to access utility funds, DHCD is proposing to maintain the per unit maximum expenditures (exclusive of Program Support) at the following:

A.	<i>Energy Conservation Program Operations</i>	\$ 4,000
----	---	----------

<i>B.</i>	<i>Incidental Repairs/Health and Safety</i>	\$ 600
<i>C.</i>	<i>Maximum Per Unit Expenditure</i>	\$ 4,600

DHCD is also proposing to maintain a minimum of \$200 in DOE funded installed measures as a threshold for receiving DOE production credit for a weatherized unit.

**6. ELIGIBILITY CRITERIA**

DHCD is proposing to maintain the DOE WAP eligibility criteria at 200% of the Federal Poverty Level (FPL) consistent with the FY 2004 LIHEAP eligibility level. TAFDC and SSI recipients will continue to be categorically eligible for weatherization services under DOE/WAP. Subgrantees must continue to give priority of service to the elderly, the disabled, households with children 6 and under, and households with a documented high energy burden who receive additional benefits under the LIHEAP High Energy User Program in accordance with the DHCD WAP Client Priority System.

**7. LEVERAGING ACTIVITIES**

DHCD is proposing to continue the current contractual relationship with Action, Inc. to further enhance the utility leveraging effort. However, DHCD will accept, review and consider any alternative proposals for the leveraging grant. The grant of \$35,000 will cover the period from April 1, 2004 through March 31, 2005.

**8. CLIENT PRIORITY SYSTEM**

No changes in the policy are planned to the Client Priority system. DHCD will continue to add two (2) points to LIHEAP clients identified as high energy users as based on the LIHEAP High Energy Benefit Program. Subgrantees will still be allowed to complete up to 25% of their WAP units outside the priority system as long as all contractual requirements for elderly, disabled, and households with children six and under are met.

**9. ENERGY EFFICIENCY PRIORITY MEASURES**

No changes are being proposed to the existing DOE WAP Priority Measures.

**10. SUBGRANTEE LIABILITY INSURANCE**

DHCD is proposing to increase the Liability Insurance budgeted for subgrantees to \$6,000 to cover the cost of standard liability insurance, subgrantee pollution occurrence insurance coverage and adding pollution occurrence insurance coverage for WAP contractors.